



## APPLICATION FOR RENEWAL OF TRADEMARK / SERVICE MARK

State Form 48274 (4-97)

Approved by the State Board of Accounts, 1997

Secretary of State  
Trademarks Division  
302 W. Washington St., Rm E111  
Indianapolis, IN 46204  
(317) 232-6540

PRESORTED  
FIRST CLASS MAIL  
U.S. POSTAGE PAID  
INDIANAPOLIS, IN  
PERMIT NO. 2682

**IMPORTANT NOTICE:** This letter is to notify you that the registration on the Trademark / Service Mark shown below is due to **EXPIRE** within six (6) months. Pursuant to the Indiana Trademark Act I.C. 24-2-1-6, a renewal application must be filed with this office on or before the expiration date, which is stated below. This application may be used to renew your Trademark / Service Mark by completing the questions below and returning it to the Trademarks Division of the Secretary of State -- along with a \$10.00 filing fee.

1. If address of the owner of the Mark has changed, please specify changes below:

**NOTE:** To change ownership of a Mark, an assignment application (State Form 48258) **must** be filed with this office.

Print or Type New Address: *(Street, number, city, state, ZIP code)*

*(see reverse side)*

2. Has the mode or manner of use been changed since original registration: ☐ Yes ☐ No

If Yes, include three (3) new specimens.

#### VERIFICATION STATEMENT

I, \_\_\_\_\_ affirm under penalty of perjury that: (1) I am (check box that applies)

☐ the individual owner, ☐ a partner, or ☐ an officer (title) \_\_\_\_\_ of applicant; (2) I have read this renewal application and its contents are true and complete to the best of my knowledge; (3) The Mark and all specimens provided are currently being used in commerce in the state of Indiana.

Signature	Date (M,D,Y)
Contact person: (Name and address of contact if correspondence about this application should go to a party other than the signatory.)	Telephone number (      )

#### FILING REQUIREMENTS

##### FILING OF SPECIMENS:

1. Three (3) specimens must accompany this form if question #2 was answered "Yes." The specimens must be actual samples of how the Mark is being used in commerce. The specimens may be identical or they may be examples of three different uses showing the same Mark.
2. If the Mark is used on goods (Classes 1-52), examples of acceptable specimens are tags or labels which are attached to the goods, displays associated with the goods, or photographs of the goods showing use of the Mark on the goods themselves. Invoices, letterhead, business cards, and brochures are generally not acceptable specimens for goods.
3. If the mark is used for services (Classes 53-60) the specimens must show the Mark and include some clear reference to the type of services rendered under the Mark. Examples of acceptable specimens are signs, brochures about the services, advertisements, business cards or stationery, and photographs which show the Mark either as it is used in the rendering or advertising of the services.

##### IMPORTANT

1. Renewal applications can only be filed by the trademark's owner of record. An assignment of ownership (State Form 48258) must be filed on the trademark before a renewal from a new owner can be accepted.
2. This application cannot be used to change or amend any information, other than the address.
3. A trademark or service mark that is not renewed prior to its expiration date is abandoned and is no longer valid. There are no exceptions to this rule.
4. A renewal application may be filed within six months of expiration of registration.
5. Renewal of registration is effective for a term of ten years.

##### INSTRUCTIONS

1. To be valid, all questions must be answered and the form must be signed.
2. If question #2 was answered "Yes," then three (3) current specimens must be enclosed.
3. A nonrefundable check or money order (cash is not acceptable) in the amount of \$10.00 dollars made out to the Secretary of State of Indiana must accompany this completed form.
4. Mail to: Attn: Trademarks, Rm E111  
Secretary of State  
302 W. Washington St.  
Indianapolis, IN 46204